

# TALARICO

★ FOR TEXAS ★

## MiniVAN Guide

### Getting Started:

- Your mobile device (e.g. smartphone or tablet) will be your main tool for your canvass. MiniVAN is an app that shows you the information for the voters you'll be talking to, and a script to guide your conversation. You'll also be able to submit critical data that will allow campaigns to send voters follow up information. If you've canvassed before, you can think of this as simply replacing your walk packet with a smartphone or tablet. Let's get started:



*For Apple Users:* Go to the **App Store**, search for "MiniVAN Touch," and download the app. Click **Open**.

← SCAN QR CODE FOR APPLE APP DOWNLOAD



*For Android Users:* Go to the **Google Play Store**, search for "MiniVAN," and download the app. Click **Open**.

← SCAN QR CODE FOR GOOGLE PLAY APP DOWNLOAD

- Select **Create Your ActionID** to log in. Make sure that you create a password that is easy for you to remember. Next time you canvass with MiniVAN, you'll select **Log In with ActionID**.
- You'll be prompted to **enter a List Number**, which you'll get from the canvass organizer. *Note: You might not get the List Number until the day of your canvass.*

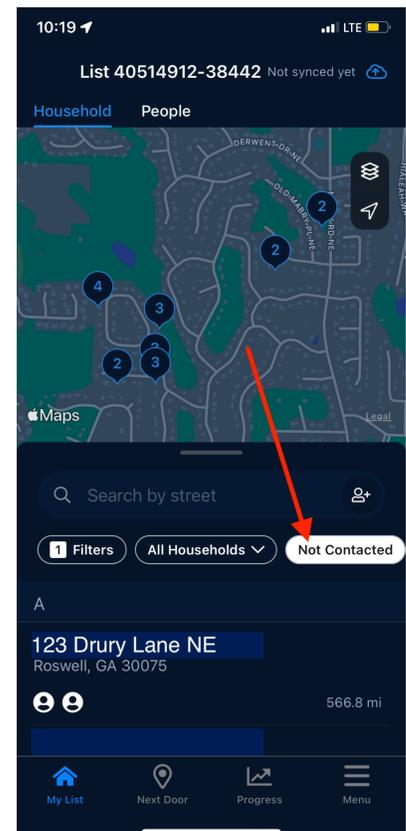
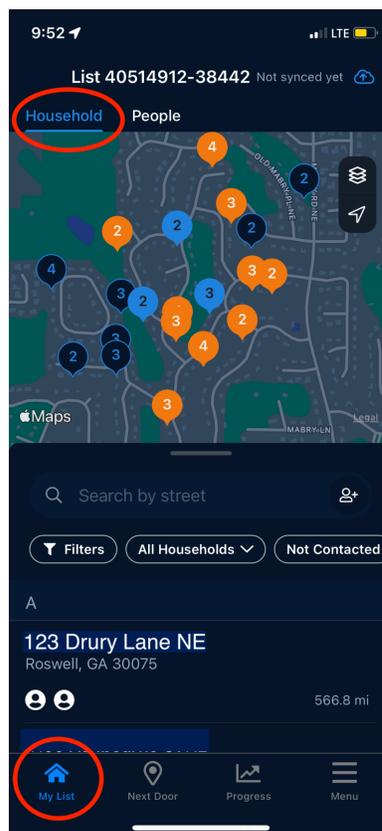
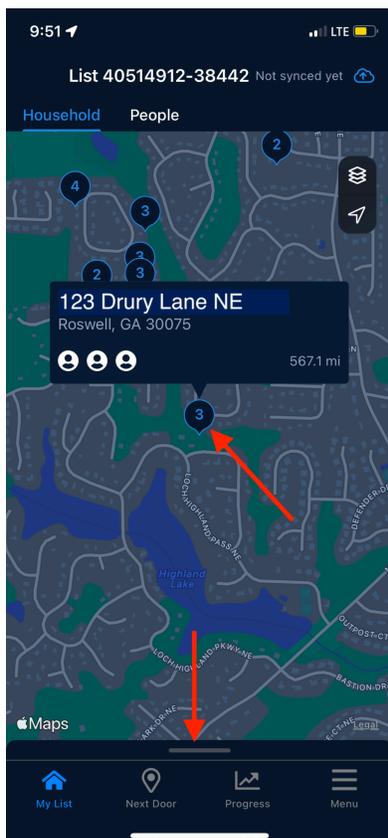
**Looks Like:**

The MiniVAN app will suggest a short tutorial video when you first download the app. Watch the video for a quick overview of how it works. Review each step using this guide.

- You will need Wi-Fi or mobile data to download your list. If you're canvassing in an area without good cell service (or if you're using a tablet without mobile data), download your list on Wi-Fi before you begin, and do a final sync of your results on Wi-Fi after you finish your canvass.
- Record the data carefully based on the voter's responses during conversation! Pay close attention to the campaign staff's training for any specific instructions on coding data.

## Using the app

- Once you've entered your **List Number** to download your list of houses, click on "My List" in the lower left corner. You'll see a split screen with a map on top, and a list of all addresses (in alphabetical order) on the bottom. As you work through the list and record your data, the map will populate with color coding:
  - Blue outline: Not yet attempted (your to-do list!)
  - Filled in blue: Canvassed successfully
  - Filled in orange: Attempted but not home

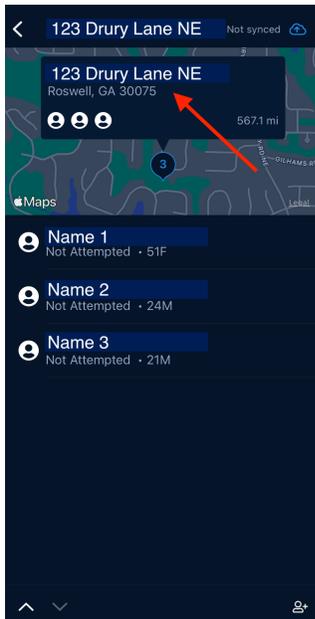


Bring up the map/list view by tapping the “My list” icon and selecting “Household.”

You can tap “not contacted” to view only the houses you have remaining.

Show more or less of the map by moving the horizontal line up or down. Tap the # in the bubble to view the address.

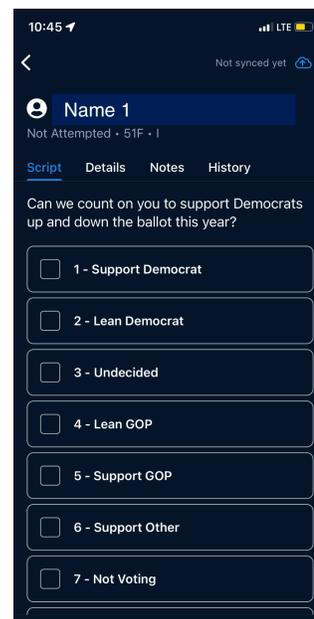
## Using the app



Tap the address box again, and the name(s) of the voter(s) in that household will appear.



Tap their names one at a time and go through the script with each voter who is available (or click “I couldn’t reach” if they’re not home)



If the voter is available, scroll through the script and record their survey responses.

**Tip:** You’ll automatically see each voters’ name, age, and gender identity. Before you knock, click on the “Notes” and “History” tab for more background on the voter. This is information left by canvassers who have been there before you. For example, Notes might tell you something about how to access the property (like “porch under construction, knock on side door”). In the History tab, you’ll find the last time the person was canvassed, and what their survey responses were (if they were home).

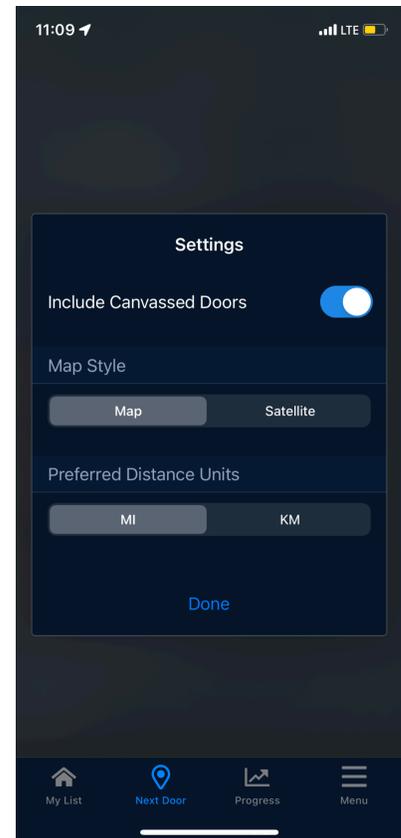
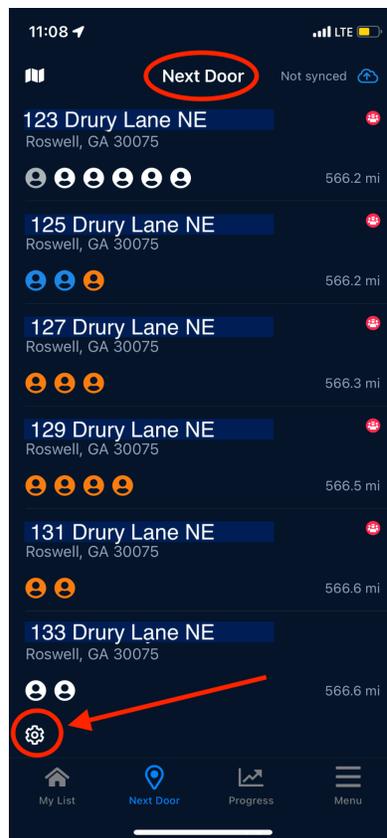
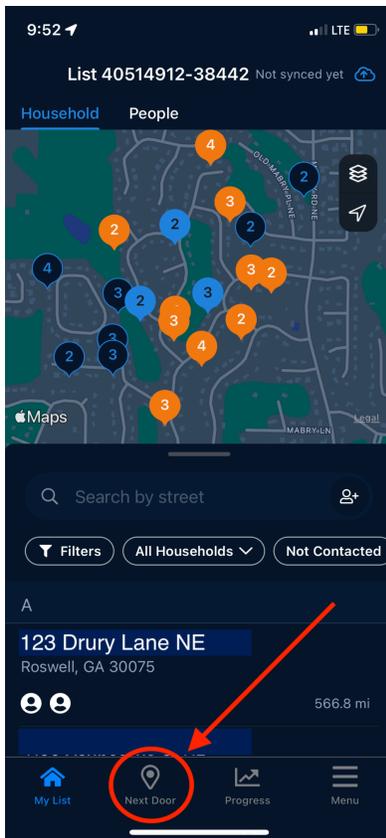
After your entry, return to the map and move to the next house.

## Syncing your data in MiniVAN

- **Remember to sync your data!** Select the cloud icon in the top right corner or select the same logo in the menu. Try to sync as you go so the data you’re adding is captured immediately. If you don’t have good cell service during your shift, make sure to hit sync again when you arrive back at your event location.

## More app features

- **Alternate view option:** You can also view your list in order of proximity. Select the “Next Door” option on the toolbar at the very bottom of your phone screen. This will sort the addresses from closest to farthest away. But keep in mind, this is based on physical distance, so this view isn't necessarily the best route to walk—use your judgment! *The default view includes all doors, the ones you've been to and the ones you haven't; to only view the remaining un-canvassed doors, click the settings wheel at the bottom left and toggle off “include canvassed doors.”*



- **Optimizing your route:** Do you want to walk one side of the street, and then return on the other side? In the “My List” view, click on “All Households” and then select either “even” or “odd” houses to display only one side of the street at a time.
- **Tracking your progress:** Use the “Progress” button on the bottom toolbar to see how many houses you've done, and what's left to go! You'll see helpful stats from your full list.